

**TOWN OF FLORENCE
PLANNING AND ZONING COMMISSION
REGULAR MEETING ACTION MINUTES**

MINUTES OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FLORENCE MEETING HELD ON THURSDAY, SEPTEMBER 27, 2018, AT 6:00 P.M., IN THE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.

1. CALL TO ORDER

Chairman Pranzo called the meeting to order at 5:30pm

2. ROLL CALL:

Chairman Pranzo	Present
Vice Chair Frost	Present
Commissioner Smidt	Present
Commissioner Shoppell	Present
Commissioner Simmonds	Present

Council Liaison Hawkins Present

3. PLEDGE OF ALLEGIANCE

4. DISCUSSION/APPROVAL/DISAPPROVAL of the minutes of the regular meeting conducted on August 16, 2018.

On a motion by Commissioner Frost, seconded by Commissioner Smidt, and carried by a 5-0 vote to approve the August 16, 2018 Regular Meeting minutes.

5. NEW BUSINESS

- A. The Planning and Zoning Commission will adjourn from Regular Meeting and convene to a Work Session to discuss the draft Parking Code. At the end of the Work Session, the Commission will adjourn from the Work Session and reconvene to the Regular Meeting.

On a motion by Chairman Pranzo, seconded by Commissioner Smidt, and carried by a 5-0 vote to adjourn from the Regular Meeting and convene to a Work Session.

The Planning and Zoning Commission convened to a work session. Chairman Pranzo stated the Commission will edit the Parking Code draft page by page. Mr. Harmer reminded the Commission that all edits did not have to be completed that night.

Chairman Pranzo and the Commission agreed that the title Community Development Director replace Town Manger in the draft. The Commission commented on grammar errors, parking layout requirements, the lack of clear wording in some sections, and accessibility for public services and directed that appropriate modifications take place. Vice Chair Frost asked for additional pictures and diagrams on parking layout and ADA parking requirements. Staff agreed on making the changes in the Parking Code draft. The next meeting regarding the draft has not been scheduled.

On a motion by Vice-Chair Frost, seconded by Commissioner Smidt, and carried by a 5-0 vote to adjourn the Work session and reconvene to the Regular Session.

6. PRESENTATIONS

A. FUTURE AGENDA ITEMS/INFORMATION ONLY

Staff informed the Commission that a draft of the revisions to the Sign Code will be presented at the October 18, 2018 meeting. Also, an update to the Lighting Code is also underway. This is due to the close relationship of the Parking Sign and Lighting Codes.

7. CALL TO THE PUBLIC/COMMISSION RESPONSE:

Call to the Public for public comment on issues within the jurisdiction of the Planning and Zoning Commission. Individual Commission members may respond to criticisms made, may ask staff to review a matter raised or may ask that a matter be put on a future agenda. However, members of the Commission shall not discuss or take action on any matter during an open call to the public unless the matters are properly noticed for discussion and legal action.

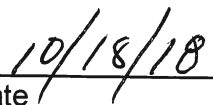
8. CALL TO THE COMMISSION-CURRENT EVENTS ONLY

9. ADJOURMENT

On a motion of Commissioner Smidt, seconded by Vice Chair Frost, and carried by a 5-0 vote to adjourn the meeting at 7:02 pm.



Gary Pranzo, Chairman



Date